

BUDGET PLANNING TOOL

Information for Researchers: <https://www.uottawa.ca/faculty-law/common-law/research/information-researchers>Human Resources in Research: <https://virtuo.uottawa.ca/en/research-innovation/human-resources>

uOttawa

STUDENT SALARIES

Year	Hourly Rate*	Undergraduate Students			Graduate Students			
		Hourly Rate +9.59% benefits	130hrs ^a	170hrs ^b	Hourly Rate*	Hourly Rate +9.59% benefits	130hrs ^a	170hrs ^b
1 09/2021-08/2022	29.46	32.29	4,197.08	5,488.49	46.45	50.90	6,617.59	8,653.77
2 09/2022-08/2023**	29.94	32.81	4,265.46	5,577.91	47.18	51.71	6,721.59	8,789.78
3 09/2023-08/2024**	30.42	33.34	4,333.85	5,667.34	47.94	52.54	6,829.87	8,931.37
4 09/2024-08/2025**	30.90	33.86	4,402.23	5,756.76	48.71	53.38	6,939.57	9,074.82
5 09/2025-08/2026**	31.40	34.41	4,473.46	5,849.91	49.49	54.24	7,050.69	9,220.14
6 09/2026-08/2027**	31.90	34.96	4,544.70	5,943.07	50.28	55.10	7,163.24	9,367.32

*includes 4% vacation pay; **estimated 1.6% salary increase included

^a Standard contract per semester (average of 10hrs/week); ^b Maximum contract per semester (average of 10hrs/week).

NOTE: Part-time students may work more than 10hrs/week.

POSTDOCTORAL FELLOWS: The minimum compensation for postdoctoral fellows is \$34,000 per year. If the postdoctoral fellow is paid in whole or in part by internal sources of funding (meaning all funds administered by uOttawa), the fellow will have employee status and it will also be necessary to cover the additional cost of employee benefits. To calculate the cost of benefits, see the [Budgeting Tool for Postdoctoral Fellow Employees](#). Postdoctoral fellows funded by a Tri-Council (CIHR, NSERC, SSHRC) fellowship will not, however, have employee status and will instead have the status of “affiliated postdoctoral fellow”; Tri-Council fellowships are paid in the form of a bursary and not a salary, and there are no additional benefits to cover. For more information, consult [Policy on Postdoctoral Appointments](#).

MEALS AND TRAVEL ALLOWANCES: For Canada and the US*, the maximum is \$123.40 per day, including breakfast (\$23.60), lunch (\$23.90), dinner (\$58.60), and incidental expenses (\$17.30) [**for US, amounts are in USD*]. For other international travel rates, consult [NJC Travel Directive - Appendix D](#). For more information on eligible travel expenses, consult [Procedure 16-11](#).

TRI-AGENCY FINANCIAL ADMINISTRATION PRINCIPLES: There are four basic principles that govern the appropriate use of grant funds.

Grant expenditures must:

- Contribute to the direct costs of the research/activities for which the funds were awarded, with benefits directly attributable to the grant;
- Not be provided by the administering institution to their research personnel;
- Be effective and economical; and
- Not result in personal gain for members of the research team.

These four principles form the basis for the **uOttawa Guide on the Management of Research Expenditures**. These guidelines apply to all research funds held at uOttawa, including: Tri-agency funds; uOttawa research funds; general research funds; and all other funding sources, unless the funder allows more or less flexibility.

For more information, consult:

- **Tri-Agency Financial Administration Guide:** https://www.nserc-crsng.gc.ca/InterAgency-Interorganismes/TAFA-AFTO/guide-guide_eng.asp
- **uOttawa Guidelines, Policies and Regulations on the Use of Grant Funds:** <https://www.uottawa.ca/research-innovation/research-management-services/policies-regulations>